

Attachment B

Cost Proposal

RFP #

AGENCY NAME:

Date Range:

INSTRUCTIONS:

Offerors may submit multiple cost proposals. Use this template to indicate the annual proposed budget for each category. In the justification column document the basis for determining the value of each budgeted line item.

Justification example: Include the proposed number of hours of service to be performed by each staff member and the hourly rate of each staff member's time to be billed under the contract.

BUDGET CATEGORY	PROPOSED BUDGET	JUSTIFICATION
Personnel	\$	
Fringe Benefits	\$	
Contract Wages	\$	
Travel/Training	\$	
Program/Training supplies	\$	
Telephone/Internet	\$	
Office Supplies	\$	
Equipment	\$	
Postage	\$	
Printing	\$	
Advertising/Promotion	\$	
Overhead/Indirect	\$	
Data Processing	\$	
Volunteer Travel	\$	
Insurance - Volunteers	\$	
Background Checks	\$	
Statewide Toll-Free Phone Number	\$	
Other	\$	
Other	\$	
Other	\$	
TOTAL COST PROPOSAL	\$	